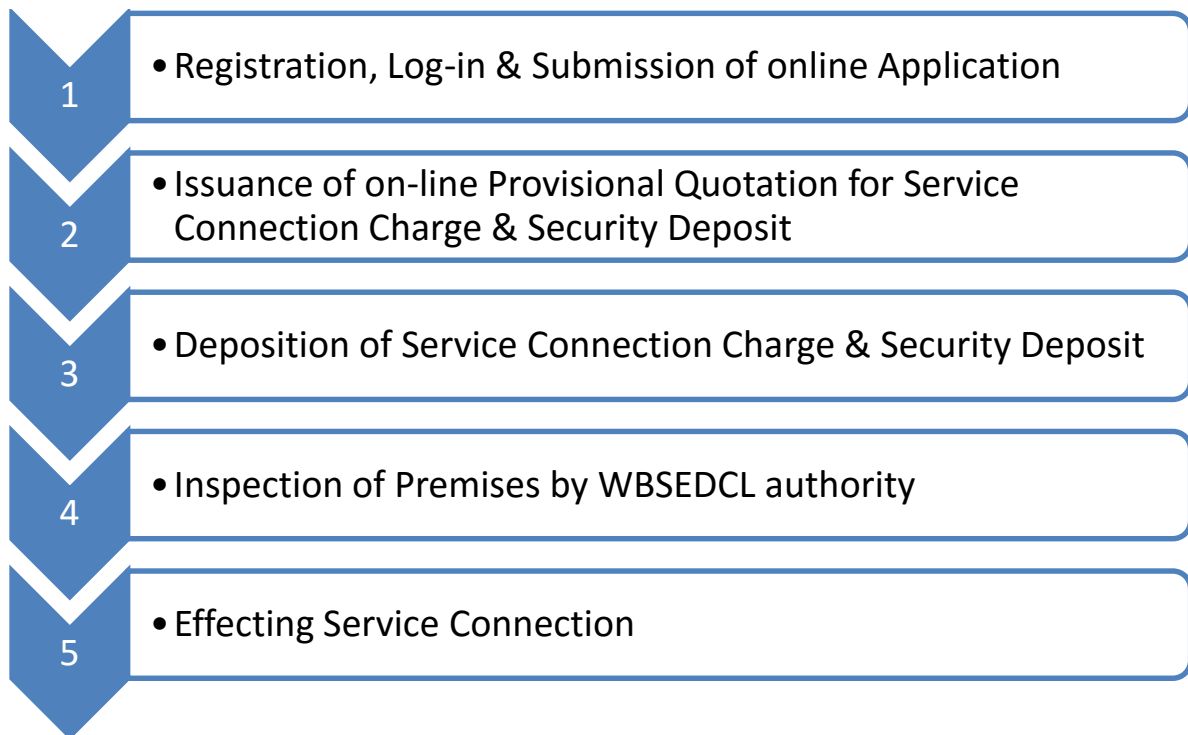




Manual of WBSEDCL Online System for New Connection (Industrial) below 50 KVA

WBSEDCL prefers online application for new connection

Process flow



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Step 1: Open User Login Page

On WBSEDCL Portal Home page: <https://www.wbsecl.in> select tab: [Consumer Corner](#) > [Connection Management](#) > [Online application](#) > [New Connection \(Bulk/Industrial\)](#)

Step 2: New User Registration

Click on New User link to create a new user id which will be used for new online application.

The screenshot displays the WBSEDCL portal's 'New Connection (Bulk/Industrial)' page. The header includes the WBSEDCL logo, the company name 'WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED', the tagline 'Lighting up lives in the land of light. Powering Bengal. Powering our lives.', and a 24x7 Helpline number 'Call 19121'. The navigation bar contains links for HOME, ABOUT US, CUSTOMER CORNER, TENDERS, PROJECTS, and PLANS & REPORTS. A search bar is also present. The left sidebar lists various services: New Connection (Bulk/Industrial), New Connection (LT Others), Temporary (Puja/Others), New Connection Application Status, Load Enhancement (LT Consumers), and Load Enhancement Application Status. The main content area is titled 'New Connection (Bulk/Industrial)' and features a 'My Account' section with a user icon. To the right of the icon are fields for 'Username:' and 'Password:', a 'Login' button, and a 'New User' link highlighted with a green box. Below the 'New User' link is a 'Forgot Password' link. At the bottom, there are three sections: 'Industrial Consumers having connected load below 50KVA' with a 'Guidelines' link, 'Industrial Consumers having load demand 50 KVA & above' with a 'Guidelines' link, and 'SDPs' with a link to '46/WBERC dated 31.05.2018'.

Step 3: Provide Details for new user id creation

Fill the details: Name, User ID & Mobile Number. Next click on **Generate OTP** Button. An OTP will be sent to the Mobile Number.

West Bengal State Electricity Distribution Company Limited

Registration For Industrial New Connection Applicant

Fields marked with an asterisk (*) are mandatory

Name: *

User ID: *

Mobile Number: *

Generate OTP

In case of any problem, you can report us to crmccl@wbsecl.in

Website optimised for IE 7+ with 1024 x 768 px Screen Resolution

Step 4: Validating via OTP

Fill up the OTP & then click on **Validate** Button.

West Bengal State Electricity Distribution Company Limited

Registration For Industrial New Connection Applicant

Fields marked with an asterisk (*) are mandatory

Name: *

User ID: *

Mobile Number: *

Provide OTP: *

Generate OTP

Validate

In case of any problem, you can report us to crmccl@wbsecl.in

Website optimised for IE 7+ with 1024 x 768 px Screen Resolution

Step 5: Fill up Email & Password

Next Email ID & Password need to be filled up. After that click on **Submit** Button.

West Bengal State Electricity
Distribution Company Limited

Registration For Industrial New Connection Applicant

Fields marked with an asterisk (*) are mandatory

Name: *

User ID: *

Mobile Number: *

Email ID: *

Confirm Email ID: *

Password: *

Confirm Password: *

In case of any problem, you can report us to crmcell@wbsecl.in

Website optimised for IE 7+ with 1024 x 768 px Screen Resolution

Step 6: Successful User ID Creation

After Submit the user id will be created & a successful message will be shown. The Login credentials will be mailed to the respective mail id also.

West Bengal State Electricity
Distribution Company Limited

Registration For Industrial New Connection Applicant

User has been created Successfully. Your login credentials has been sent to test@gmail.com

In case of any problem, you can report us to crmcell@wbsecl.in

Website optimised for IE 7+ with 1024 x 768 px Screen Resolution

Step 7: Login using created User ID & Password

Next Go to Login Page via following path: [Consumer Corner](#) > [Connection Management](#) > [Online application](#) > [New Connection \(Bulk/Industrial\)](#). Provide Username & Password to Login to Industrial New Connection application page.



Step 8: Selection of Load Category

4 Types of Industrial Connections are applicable in WBSEDCL:

1. Less than 50 KVA: Managed from CCC/Division Level.
2. 50KVA to 200 KVA: Managed from Region level.
3. Greater than 200 KVA and less than 1500 KVA: Managed from Region level.
4. 1500 KVA and Above: Managed from Central Commercial Department level.

User need to select Type no. 1: Less than 50 KVA in this case.



Step 9: Selection of Region & CCC

In this case respective Region & CCC need to be selected. Then click on **Next**.

Tips :

- a. **Customer Care Centre (CCC) :**
User can check nearby locality and get their Customer Care Centre. User's Customer Care Centre might be same as them. For more information, user can contact toll Free Numbers (available in website).
- b. **Rural / Urban :**
Generally locality covered under Municipality are considered as Urban area.



The screenshot shows a web browser window with the URL <https://www.wbsedcl.in/irj/portal>. The page has a blue header with the text "Welcome Industry test" and a navigation bar with links: "Industrial New Connection", "Download EMD/ Quotation Letter", "EMD / Quotation E-Pay", "Payment Receipt", "Change Password", and "Connection Status". The main content area displays a form titled "Regional Office / Customer Care Center Selection". The form contains the following fields:

- Load Category:
- Your Email Id:
- Please select Region:
- Please Select CCC:

At the bottom of the form is a "Next" button with a right-pointing arrow.

Step 10: Filling up General and Technical Information

Fill the required details & then click **Validate** button.

The screenshot shows a web browser window with multiple tabs. The active tab is 'Industrial New Connect...'. The address bar shows 'https://www.wbsedcl.in/ij/portal'. The page has a blue header with 'Welcome Industry User' and a navigation bar with links: 'Industrial New Connection', 'Download EMD/ Quotation Letter', 'EMD / Quotation E-Pay', 'Payment Receipt', 'Change Password', and 'Connection Status'. The main content area is divided into three sections:

- Regional Office / Customer Care Center Selection:**
 - Load Category: Less than 50KVA
 - Your Email Id: [redacted]@gmail.com
 - Please select Region: BIRBHUM REGION
 - Please Select CCC: LAIPUR CCC-3623306
 - Next button
- General Information:**
 - Purpose of Supply: Industrial
 - Type of Industry: Agribati
 - First Name: [redacted]
 - Last Name: [redacted]
 - Mobile Number: [redacted]
 - Address Line 1: [redacted]
 - Address Line 2: [redacted]
 - Pincode: 731204
- Technical Information:**
 - Consumer Category: Rural
 - Consumer Phase: Three Phase
 - Meter Cost Deposit By Consumer: No
 - Validate button

Step 11: Load Verification

Next provide applicable load (< 50 KVA) & then click **Verify Load** button.

The screenshot shows the 'Industrial New Connection' portal. The browser address bar displays 'https://www.wbsedcl.in/irj/portal'. The page has a blue header with 'Welcome industry test' and a banner image of a dam. A navigation bar includes links: 'Industrial New Connection', 'Download EMD/ Quotation Letter', 'EMD / Quotation E-Pay', 'Payment Receipt', 'Change Password', and 'Connection Status'. The main content area is divided into three sections: 'General Information', 'Technical Information', and 'Consumer Load Details'. In the 'General Information' section, fields are filled with: Purpose of Supply: Industrial, Type of Industry: Agarbati, First Name: test, Last Name: ind, Mobile Number: [redacted], Address Line 1: lavpur, Address Line 2: west bengal, and Pincode: 731204. The 'Technical Information' section has: Consumer Category: Rural, Consumer Phase: Three Phase, and Meter Cost Deposit By Consumer: No. A 'Validate' button is present. The 'Consumer Load Details' section has 'Load Applied for (in KVA):' set to 20. The 'Verify Load' button is highlighted with a green box.

General Information	
Purpose of Supply: *	Industrial
Type of Industry: *	Agarbati
First Name: *	test
Last Name:	ind
Mobile Number:	[redacted]
Address Line 1: *	lavpur
Address Line 2:	west bengal
Pincode: *	731204

Technical Information	
Consumer Category: *	Rural
Consumer Phase: *	Three Phase
Meter Cost Deposit By Consumer: *	No
Validate	

Consumer Load Details	
Load Applied for (in KVA): *	20
Verify Load	

Step 12: Document Upload

After load verification, applicant can upload required documents along with a passport size photo. For the same he/she needs to click **Yes** button in the related message box.

Then upload below documents along with passport size photo of applicant:

- Passport/Voter ID/Telephone Bill
- Land ownership document (Property Paper/Purchase Deed/Tenancy Deed/Tax Receipt of Panchayet/Municipality etc.)

The screenshot displays the 'Industrial New Connection' portal. The top navigation bar includes links for 'Download EMD/ Quotation Letter', 'EMD / Quotation E-Pay', 'Payment Receipt', 'Change Password', and 'Connection Status'. The main form is divided into several sections: 'General Information' with fields for Purpose of Supply (Industrial), Type of Industry (Agarbhui), First Name (test), Last Name (industry), Mobile Number, Address Line 1 (burbhun), Address Line 2, and Pincode (731204); 'Technical Information' with fields for Consumer Category (Rural), Consumer Phase (Three Phase), and Meter Cost Deposit By Consumer (No); 'Consumer Load Details' with a field for Load Applied for (in KVA) (70); and 'Upload File' with three rows for document uploads. The 'Upload File' section includes a table with columns for document type, file name, and file size. The first row is for 'Passport Size Photo of Applicant' with file name 'electrc_1522.jpg' and size '100KB'. The second row is for 'Passport/Voter Id/Telephone Bill' with file name 'Guidelin...apse.pdf' and size '150KB'. The third row is for 'Land Ownership Document' with file name 'Guidelin...apse.pdf' and size '350KB'. A 'Submit All Details' button is located at the bottom of the form.

Document Type	File Name	File Size
Passport Size Photo of Applicant:	electrc_1522.jpg	File should be in jpg or jpeg Format and file size should be within 100KB
Passport/Voter Id/Telephone Bill:	Guidelin...apse.pdf	File should be in pdf Format and file size should be within 150KB
Land Ownership Document:	Guidelin...apse.pdf	File should be in pdf Format and file size should be within 350KB

Step 13: Submission of Details

Then click on **Submit All Details** button.

Welcome to WBSEDCL x Welcome to WBSEDCL x Industrial New Connect: x Urgent Meeting Requ: x

Secure | https://www.wbsecl.in/irj/portal

Welcome jd. Log off

Industrial New Connection

Industrial New Connection | Download EMD/ Quotation Letter | EMD / Quotation E-Pay | Payment Receipt | Change Password | Connection Status

Next >

General Information

Purpose of Supply: Industrial

Type of Industry: Agarbati

First Name: test

Last Name: ind

Mobile Number: 9876543210

Address Line 1: kalyanpur

Address Line 2: west bengal

Pincode: 731204

Technical Information

Consumer Category: Rural

Consumer Phase: Three Phase

Meter Cost Deposit By Consumer: No

Validate

Consumer Load Details

Load Applied for (in KVA): 10

Verify Load

Upload File

Passport Size Photo of Applicant: Choose File electric_1522.jpg File should be in jpg or png format and file size should be within 100KB

Passport/Voter Id/Telephone Bill: Passport Choose File Guidelin...apse.pdf File should be in pdf format and file size should be within 150KB

Land Ownership Document: Property Paper Choose File Guidelin...apse.pdf File should be in pdf format and file size should be within 250KB

Submit Details

Submit All Details

Step 14: Success message with Application No

New Connection Applied Successfully message will be shown along with the application no.



Step 15: Quotation Letter Page

Next click on [Download EMD/Quotation Letter](#) tab. The application no will be shown. Now click on [Generate Quotation](#) button. For applied load up to 50 KVA, instant Quotation Letter will be generated.



Step 16: Downloading of Quotation Letter

Next click on **Download Quotation Letter** button to download Quotation for the application.



Step 17: Sample Quotation

Below is one sample quotation.



WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED.
(IVRS Number: 1800-345-5221 Website: <http://www.wbsecl.in>)
PROVISIONAL QUOTATION AS PER WBSEDCL PROCEDURE-A(2010)

Supply Office	: LAVPUR CCC-3523305
Application Number	: 5000000141
Name of the Applicant	: TEST IND
Address	: LAVPUR
Phone Number	: [REDACTED]
Application Type	: New Connection
Consumer Type	: Individual Owner
Reference ID	: 100003666
Contract Demand	: 17000 Watt
Quotation Date	: 09/08/2017
Quotation Due Date	: 07/11/2017
Applicable Tariff Scheme	: B (I-R)

Payable Amount Details

Total Service Connection Charge	: 37500
1) Total Payable Service Connection Charge adjusting EMD (Rs.)	: 37500
Refund If Any	: 0
2) Security Deposit	: 41364
Energy Charge	: 38408.4
Fixed/Demand Charge (FC/DC):	: 1800
Electricity Duty Charge	: 1005.21
Meter Rent	: 150.0
3) Cost of Meter	: 0
Total Payable Money	: 78864.0

Step 18: Quotation E-Payment using Portal

Quotation amount can be paid online by going to EMD/Quotation E-Pay tab. Then clicking on the **Next** button will show the Payable amount breakup.



Consumer need to follow below steps (options marked in below screen shot also):

1. By clicking on **Pay Now** button will show the various online payment modes available.
2. Consumer need to select convenient option.
3. Check "I Agree With Terms and Conditions" checkbox.
4. Click **Confirm** button
5. Then click **Proceed to Pay** button.

The screenshot shows the 'New Connection Payment' page on the WBSEDCL portal. The page includes the following sections:

- New Connection Payment:** Displays application details such as Application Number (5000000141), Consumer Name (TEST IND), Total Security Deposit (Rs. 41364), Total Service Connection Charge (Rs. 37500), Total Meter Cost (Rs. 0), and Your Payable Amount (Rs. 78864.0). A 'Pay Now' button is highlighted with a green box and arrow 1.
- Please Select Payment Gateway:** Offers two options: Billdesk (Net Banking/Debit Card/Credit Card/Wallet/UPI/BHIM/ Bharat QR) and PayTM (Net Banking/Debit Card/Credit Card/Wallet/UPI/BHIM). The Billdesk option is selected, highlighted with a green box, and arrow 2 points to it.
- Transaction charge:** Lists charges for different payment methods: Rs. 2.00 + Applicable Tax for Net-Banking/Wallet; 0.35% + Applicable Tax for Debit Card (Amount greater than Rs. 2000/-) / Credit Card; and Rs. Zero (0) for Debit Card (Amount upto Rs. 2000/-) / UPI/ BHIM/ Bharat QR.
- Transaction Terms and Conditions:** Includes a checkbox for 'I Agree With Terms and Conditions' (arrow 3), a 'Confirm' button (arrow 4), and a 'Proceed to Pay' button (arrow 5). A note states: 'Your payment will be processed in a new window. Please do not close this window until payment is complete.'

Step 19: Quotation E-Payment using RTGS/NEFT

Consumers can also e-pay the quotation amount via RTGS/NEFT through Website of respective Bank. In this E-collection procedure, industrial customers of WBSEDCL can pay their quotation amount. There will not be any requirement of preregistration on the part of customers; they can pay the quotation amount in the Virtual Bank Account following the below mentioned logic.

Category of Payments	Account Nos. to be filled up/ mentioned through RTGS/NEFT
For payment of Quotation Amount (New Service Connection & Load Extension Cases)	WBQ XXXXXXXXXX YYYYYYYYYY
	Customer Ref ID Application No.

Here the length of **Customer Ref ID** is fixed for 9 digits whereas the length of **Application No.** varies. The virtual account should not contain any blank space and or any other characters/ special characters.

To know the exact Virtual Bank Account No, intending consumers need to check his/her Quotation.

The IFSC Code “**ICIC0000104**” should be used for fund transfer activities in these cases.

The aforesaid IFSC code is related to **CMS, Branch of ICICI Bank Ltd.**

The whole process is integrated with Bank’s system using web-service call procedure and the payment posting for successful transactions has been scheduled automatically. For the failed transactions the bank will return the amount to the respective accounts of the payees wherefrom the amount has been remitted.

Below are some sample screenshots of online RTGS/NEFT payment activity through intending consumer’s bank website/app.

The screenshot displays the Axis Bank Internet Banking interface for a payment transaction. The browser address bar shows the URL <https://retail.axisbank.co.in/wps/rm>. The page title is "Axis Bank Internet Banking...".

Payee Details:

- Payee Name: COLLECTION ACCOUNT INTERIM WEST BENGAL STATE ELECTRICITY DISTRIBUTION
- Nickname: WBSEDCL9
- Account No.: WBQ [REDACTED]

Bank & Branch: ICICI BANK LIMITED - CMS

IFSC Code: ICIC0000104

Payment Details:

- *Debit Account: [REDACTED] Available Balance: ₹ 8,666.81
- Payment Type: ☒ One time ☐ Repetitive
- *Date: 07/09/2016
- *Amount: 2 Rupees Two and Zero Paise Only
- Remarks: Bill Payment
- Pay Via: ☒ NEFT ☐ RTGS ☐ IMPS

Sender Details:

- *Mobile No.: [REDACTED]
- *Email ID: [REDACTED]

Axis Bank Internet Banking...

E-RECEIPT FOR TRANSFER FUNDS

Payee Name:	COLLECTION ACCOUNT INTERIM WEST BENGAL STATE ELECTRICITY DISTRIBUTION
Nickname:	WBSEDCL9
Credit Account No:	WBQXXXXXXXXXXXXXXXXXXXX
Remarks:	Bill Payment
Debit Account:	XXXXXXXXXXXXXXXXXXXX
Date:	07 Sep '16
Amount:	₹ 2.00 (Rupees Two and Zero Paisa only)
Payment Type:	One Time Payment
Pay via:	NEFT

[Set As Favorite Transaction](#)
[Download](#)
[Email](#)
[Print](#)

[Back to Payee List](#)

Step 20: Payment Receipt Page

After successful payment of the Quotation amount the payment receipt can be generated from **Payment Receipt** tab.

Registration with WBSEDCL | Welcome to WBSEDCL | Payment Receipt - Wel... | https://www.bilidesk.com | QPRCV5000000141.pdf

Secure | https://www.wbsecl.in/irj/portal

Apps | Welcome to WBSEDCL | ManZup's TutZi Cre... | SolarWinds Orion | Reliability Analysis of | Fee EODS Reg. - Stat | PDF to Word Conver | Conve

Welcome Industry test

Industrial New Connection | Industrial New Connection | Download EMD/ Quotation Letter | EMD / Quotation E-Pay | **Payment Receipt** | Change Password | Connection Status

Step 21: Inspection

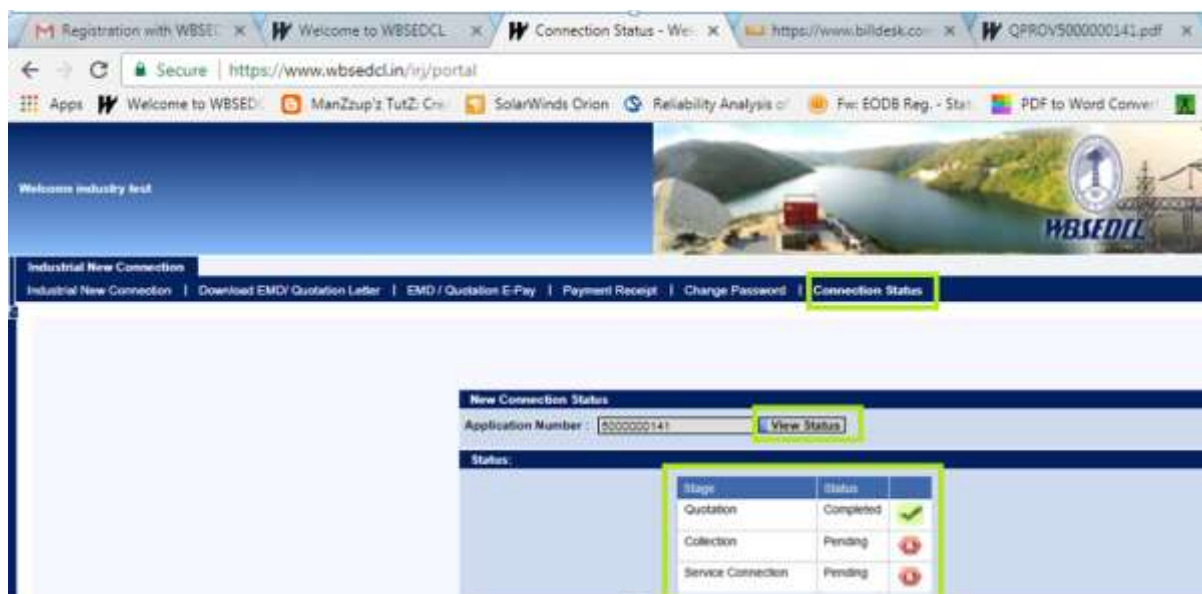
After deposition of Quotation amount, authorized representative of WBSEDCL will inspect the premises to ascertain:

- 1) Whether any connection already exists (live / disconnected)?
- 2) If exists, then:
 - i) is the particular premises (new one) is physically separate from the existing premises (old one) along with electrical wiring?
 - ii) is there any O.S.D. against the old connection?
- 3) Whether the existing system capable to deliver the demand loads?
- 4) Whether any maintenance jobs require to be done on the existing system?
- 5) Whether the Intending Consumer has completed his portion of work i.e.: Readiness of premises, Installation of Main Switch, Installation of earthing, Completion of the wiring etc.
- 6) In case the applicant unable to submit required documents along with a passport size photo online during application, the same will be collected during Inspection.

If any deviation is found, it will be intimated in due course.

Step 22: Tracking Application Status

Consumer can track the Application status by Clicking [Connection Status](#) tab & then clicking [View Status](#) button.



Step 23: Effecting Service Connection

On completion of statutory formalities by the prospective consumer, WBSEDCL will execute the service connection work within 7 days.

Step 24: Welcome Letter

A "Welcome Letter" will be generated there after & can be downloaded from HTWelcomeLetter tab.



Step 25: Sample Welcome Letter

Sample Welcome Letter is shown below.



West Bengal State Electricity Distribution Company Limited

(IVRS Number: 19121 Website: <http://www.wbasedcl.in>)

SERVICE CONNECTION REPORT

(For Load less than 50 KVA)

Customer Care Center : MAHINAGAR CCC-3113500

Consumer Details

Consumer Id	: 100004026
Consumer Name	: SHARMISTHAMUKHERJEE
Consumer Type	: Individual Owner
Contract Demand (in KVA)	: 10.625
Appl. Tariff Scheme	: B(I-R)
Application No	: 1000002007
Phase	: Three
CT Ratio	: NA
CT Serial Number	: NA
Security Deposit (Rs.)	: 12966
Consumer Address	: KOLKATA

Meter Details

Meter Installation Date	: 03-Nov-2017
Meter Number	: MET128
Meter Make	: BHEL
Meter Type	: Whole Day
Meter Initial Reading	: 120
Manufacture Seal Details(Manf1,Manf2,Term Blk,PP Box,Sec.Seal1,Sec.Seal2)	: xt0124,g1225,3244
Optical Port Seal No	: NA
Meter Cost (Rs.)	: 0 (as rented)